

APPROVED



# Vacaville Christian Schools

## Minutes

Board Meeting - June 20, 2017

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### **Date and Time**

Tuesday June 20, 2017 at 6:00 PM

### **Location**

821 Marshall Rd, High School Room 202

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### **Directors Present**

A. Grafals, B. Craig, B. Pazdel, D. Martian, M. Alexander, S. Jacobs

### **Directors Absent**

A. Kennedy

### **Non Voting Members Present**

P. Harrell

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## **I. Opening Items**

### **A. Record Attendance and Guests**

D. Martian recorded the attendance.

### **B. Call the Meeting to Order**

S. Jacobs called a meeting of the board of directors of Vacaville Christian Schools to order on Tuesday Jun 20, 2017 @ 6:00 PM at 821 Marshall Rd, High School Room 202.

### **C. Devotion**

S. Jacobs presented tonight's devotion, "Faith and Prayer".  
Scripture references: James 1:6, 5:15, Psalm 62:8, the book of Daniel

### **D. Open Floor**

Guests present:

Irma Alvarado, Ann Bonn, Colleen Bradeson and Carlos Mendoza

Introductions took place.

I. Alvarado asked for clarification of the Executive Committee and Board Development Committee, Student Store, Senior Lounge, spirit wear design, repair of water fountain in the gym and the condition of the Middle School bathrooms.

C. Mendoza asked for clarification on the minimum and maximum number of Board members, current needs of the Board and time commitment as a Board member, the need for a system to hear and address concerns.

A. Bonn commented on the participation for J. Fogh's going away luncheon, enrollment and the direction of the school.

C. Bradeson requested clarification of the Ombudsman program, the status of the recent personnel investigation and any changes anticipated for the next school year.

Guests listed above left the meeting at 7:05 p.m.

#### **E. Approve May 16, 2017 Board Minutes**

B. Craig made a motion to approve minutes from the May 16, 2017 Board Meeting.

A. Grafals seconded the motion.

The board **VOTED** unanimously to approve the motion.

#### **F. Closed Session**

Linda Adler, Liebert Cassidy Whitmore, joined the meeting at 7:10 p.m.

Allison Kalinski, Liebert Cassidy Whitmore, joined the meeting via telephone at 7:10 p.m.

L. Adler and A. Kalinski left the meeting at 7:44 p.m.

## **II. Committee Reports**

### **A. Advancement/Marketing**

The Advancement Committee met June 6, 2017. Minutes of this meeting were provided in the Board packet for tonight's meeting. No further discussion or questions.

### **B. Board Development**

S. Jacobs updated the Board of a recent meeting with a Board candidate.

S. Jacobs provided an article entitled, "What Makes A Good Board Member" for all members to review.

### **C. Finance**

B. Craig reviewed the financial and enrollment reports discussed at the June 19, 2017 Finance Committee Meeting.

Next Finance Committee meeting scheduled for August 14, 2017, 12:00 p.m.

#### **D. Executive**

S. Jacobs reviewed items of discussion at the June 26, 2017 Executive Committee meeting.

Next Executive Committee meeting is scheduled for June 30, 2017, 12:00 p.m.

#### **E. Head of School**

P. Harrell reported on the following items:

- Football program
- Partnership Committee organization
- Enrollment and Strategic Plan
- Terra Nova and AP Class report will be presented to the Board annually during the September meeting.

### **III. New Business**

#### **A. Officer Elections**

Elections were conducted in accordance with By-Law VI.C.

Executive Officers for July 2017 – June 2018 are:

Scott Jacobs, Chairman  
Bejan Pazdel, Vice-Chairman  
Becky Craig, Treasurer  
Donna Martian, Secretary

#### **B. Annual signing of Statement of Faith and Conflict of Interest Policy**

Each Board member signed the VCS Statement of Faith per Policy 200.2.

Each Board member signed the Conflict of Interest Policy per Policy 200.19.

P. Harrell left early.

### **IV. Executive Session**

#### **A. Items Discussed**

- Head of School Evaluation

### **V. Closing Items**

#### **A. Next Board Meeting**

July 18, 2017 - Closed Meeting  
Devotion - D. Martian

#### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:05 PM.

Respectfully Submitted,  
S. Jacobs